



Constitution
of the
United Nurses & Allied Professional
Local 5110

Revised 9/98
9/23/2015

ARTICLE I

NAME

This organization shall be known as the United Nurses & Allied Professionals, Local 5110.

ARTICLE II

OJECTIVES

- Section 1.** To provide an effective collective bargaining representative for nurses, allied health professionals and other health care employees.
- Section 2.** To bring UNAP locals into relations of mutual assistance and cooperation with other UNAP locals.
- Section 3.** To improve the standards for nurses, allied health professionals and other health care employees by advancing economic status, promoting better preparation in basic education programs, encouraging and promoting continuing education, securing working conditions essential to the best performance of services and the most effective delivery of health care through UNAP.
- Section 4.** To promote the welfare of the health care consumer by providing progressively better access to and utilization of health care resources in this country.
- Section 5.** To right all forms of bias in health care delivery due to race, creed, sex, age, sexual preference, social, political or economic status, national origin or disability.
- Section 5.** To promote UNAP local participation in community health programs, health systems, agencies, as well as any other regulatory body affecting the delivery of health care.
- Section 6.** To work for passage and retention of just laws, which will improve the climate for health care consumers, nurses, allied health professionals and other health care employees.

ARTICLE III

MEMBERSHIP

- Section 1.** All non-supervisory employees including nurses, health professionals, technicians and other employees are eligible for membership.

Section 2. Supervisory personnel shall not obtain membership. Members who are promoted to positions with the rank of supervisor automatically are removed from membership on the effective date of the promotion.

Section 3. Employee in public or private health care facilities outside the jurisdiction of this local may be admitted to membership until such time as a local is chartered in their jurisdiction.

Section 4. No discrimination shall ever be shown toward individual members or applicants for membership because of race, creed, political activities or beliefs, sex, age, sexual preference, economic status, national origin or disability.

Section 5. A member may be expelled for acts detrimental to the union upon presentation of written charges signed by at least ¼ of the local's Executive Council. The member shall have the right to appeal the decision to the membership at the following membership meeting and shall be reinstated with full rights if a majority of the members present vote to reinstate.

ARTICLE IV

OFFICERS

Section 1. The following officers shall be elected biennially by this Union.

2 Presidents (one from RN one from the Service Workers)

2 Executive Vice Presidents (one from RN one from the Service Workers)

Unit 1

Vice President 7

Unit 2

Vice Presidents 6

CNA 2

Lab 2

F & N/ESD 1

General covers Reg, Rad, OR, Access 1

Secretary

Treasurer

Section 2. Membership in good standing for at least one (1) year is required to hold office except during the first (3) three years after the chartering of this local or new bargaining unit.

Section 3. An Election Committee shall be made up of at least two (3) interested non-candidate members.

Section 4. Elections shall be held by secret ballot during the month of October in odd numbered years. Notice of the election shall be made by mail and received by the membership at least fifteen (15) days prior to the date of the election. A reasonable nomination period shall precede the election and nominations must be

accompanied by petitions signed by at least (5) members. Candidates receiving plurality shall be elected. Candidates are installed immediately upon certification of the election results by the Election Committee. New bargaining unit shall have elections in months other than March in odd numbered years.

Section 5. Vacancies in any other office shall be filled by the Executive Council.

ARTICLE V

COMMITTEES

Section 1. The following standing committees shall be active in this union.

- (1) Negotiating Committee
- (2) Grievance Committee
- (3) Election Committee
- (4) Budget Committee
- (5) Audit Committee

Section 3. The chair of all committees shall be appointed by the Presidents with the consent of a majority of the Executive Council.

ARTICLE VI

THE EXECUTIVE COUNCIL

Section 1. The Executive Council of this Union shall consist of the following:

- (1) All elected officers.

Section 2. The Executive Council shall administer the policy of this Union as set by the membership at regular meetings. It shall have the power to act for the good of the Union in emergency situations where policy cannot be set by the membership.

Section 3. The chairman of the Executive Council shall be the Presidents of the Union.

Section 4. The time and place of the Executive Council meetings shall be set by the Executive Council.

Section 5. The Executive Council shall have the power to employ all personnel including an executive secretary, clerical help, and other persons on a full or part-time basis as may be determined by the needs and finances of the Union.

Section 6. The Executive Council shall have the power to make contracts and incur liabilities which may be appropriate to enable it to accomplish any or all of its purposes; to borrow money for Union purposes at such rates of interest and terms and conditions as they may deem appropriate; to issue notes, bonds, and other obligations; and to secure any of its obligations by mortgage, pledge, or deed of trust of all or any of its property and income.

Section 7. The Executive Council shall report its activities at each regular membership meeting.

ARTICLE VII

AFFILIATIONS

- Section 1.** This Union shall maintain affiliation with, and whenever possible, send delegates to the UNAP.
- Section 2.** All delegates shall make written reports to the Executive Council on meetings attended.
- Section 3.** Every reasonable effort shall be made by this Union to pay the legitimate expenses of delegates to meetings and conventions of affiliated organizations.
- Section 4.** The Union, to the best of its ability, shall be active in the affairs of the affiliated organizations.
- Section 5.** Delegates to affiliated organizations shall meet the same requirements as officers of this local. (must be a member in good standing of this Union for at least one (1) year.)

ARTICLE VIII

DUTIES OF OFFICERS

- Section 1.** The Presidents shall preside at all meetings of the Union and of the Executive Council. He/she shall be ex-officio member of all committees (except the Audit Committee), shall sign all necessary papers and documents, and represent the local when and where necessary. He/she shall make a report to the membership at least once each year summarizing the accomplishments of the union and outlining plans for next year.
- Section 2.** The Vice Presidents are charged with the responsibility of ensuring that the collective bargaining goals of the Union are carried out on behalf of their constituent members. In addition, the Vice Presidents will assist both the President and the unit representatives in handling matters of mutual concern to the local members. The Vice Presidents shall have the power to call meetings of unit representatives and membership in their area of responsibility.
- Section 3.** Secretary shall issue all notices, shall answer correspondence at the direction of the President and shall report outside correspondence to the President and the Executive Council. He/she shall be custodian of the seal and charter of the Union. He/she shall record the minutes of the Executive Council and of general membership meetings.
- Section 3.** The duties of the Treasurer shall be:
- a. To receive, record, and deposit in the name of the Union all moneys from dues and all other sources.
 - b. To keep the membership roll, issue receipts, and delinquent notices.
 - c. To forward all per capita dues and current membership lists to the Office of the United Nurses and Allied Professionals.
 - d. To be Chairman of the Budget Committee. He/she shall present a written report to all members once each year.
 - e. To pay all bills authorized by the adopted budget, retaining voucher or invoice for same. Expenses not authorized in the budget must be presented to the Executive Council for authorization.

ARTICLE IX

DUTIES OF COMMITTEE

A. STANDING COMMITTEES

Section 1. The Negotiating Committee shall survey the membership and prepare and substantiate contract proposals. It shall present these proposals for approval of the membership and then negotiate the proposals with the Hospital. The Negotiating Committee shall be composed of the President and Vice Presidents.

Section 2. The Grievance Committee shall act on all grievances and determine whether or not a grievance is taken to arbitration. This Committee shall cause the grievance procedure to be widely publicized and understood. Two grievance committees one for unit 1 and 1 for unit 2 shall be active in this local.

Section 3. The Budget Committee shall prepare a budget for adoption by the membership at least one (1) month prior to the beginning of the next fiscal year. The fiscal year shall be July 1 through June 30.

Section 4. The Audit Committee shall audit the Treasurer's books and yearly Treasurer's report. They shall present their yearly report at the first regular membership meeting after the close of the fiscal period.

Section 5. The Election Committee see Article IV Section 3 and Section 4.

ARTICLE X

MEETINGS

Section 1. The time and place of meetings shall be fixed by the membership. Special meetings will be fixed by the Executive Council.

Section 2. There shall be at least one (1) membership meeting per calendar quarter and additional membership meetings as needed.

Section 3. A quorum shall consist of (5) percent of the total membership.

ARTICLE XI

FINANCE

Section 1. Regular dues shall be equal to the per capita required by affiliates plus local dues.

Section 2. Additional finances may be obtained by various fund-raising activities.

ARTICLE XII

RULES OF ORDER

Robert's Rules of Order, Revised, shall govern in all cases not covered by this Constitution or by the By-Laws of this local.

ARTICLE XIII

AMENDMENT

Section 1. This constitution may be amended as follows:

The proposed amendment shall be submitted at any regular membership meeting and read to the assembled members or mailed to members U. S. mail. A $\frac{3}{4}$ vote of those present at the following membership meeting held within six (6) weeks shall be sufficient to adopt the amendment.

Section 2. Bylaws shall be submitted at any regular membership meeting and read to the assembled members. A majority vote (show of hands) is necessary for their adoption.

ARTICLE XIV
AVAILABILITY OF CONSTITUTION

Copies shall be available for any member of this Union upon request to the Secretary.

ARTICLE XV
UNIT REPRESENTATIVES

Section 1. Unit Representatives must secure the signatures of at least (5) members in the area they represent. (Less signatures may be permitted in smaller work areas.)

Section 2. Unit Representatives shall be responsible for representing their constituency in all of the activities engaged in by the Union. Such activities include, but are not limited to, grievance handling, communications from members and to members, coordination of job actions, attendance at unit representative meetings and education training programs and other activities.